

**Shelton**  
Study Session  
Minutes  
November 8, 2002

**Called to Order** by Leo Gaeta, Chair of the Commission at 3:00 p.m.

**Attendance:**

Commissioners present: Leo Gaeta, Christina Guillen-Cook, Diana Avalos, Gabriel Banfi, Phyllis Gallegos, and Mario Reyes (Becky Diaz arrived around 5:30 pm.)

Staff present: Antonio Ginatta and Vita Villa.

**Executive Session** – Held until 4:00pm.

**Reports from Standing Committees:**

**Administrative Policies Committee:** The committee provided copies of the revised administrative policies, and it was agreed by the commissioners to allow more time for them to review them. Commissioners can submit changes by fax or e-mail to Gabriel, with a deadline of Nov. 15<sup>th</sup> for corrections.

The major changes were:

Policy # 2.70.90 – should change wording from three consecutive meetings to any three meetings  
Commissioners were not clear as to what constitutes a part of the three meeting rule (for example, if a commissioner misses a study session but not a public meeting, is that missing a meeting?)

Policy # 2.30.10 – change wording from “and to make a recommendation to the commission regarding potential applicants” to this “and to make a report to the commission regarding potential applicants and forward to the governor’s office.”

Antonio and Leo will be working on a incoming new commissioner contract that must be signed when newly appointed.

**Education Sub-Committee:** The committee divided portions of the education agenda among the commissioners on the committee; each commissioner was to submit their completed copy to Ed. Once Ed received the copies he would forward it to Brendan so that he could get statistics and review the draft. The final draft will be sent to the rest of the commissioners when completed.

**Emergent Issues Committee:** Gabriel told the group that Antonio and he had met with the Seattle Times regarding racial profiling. Antonio would be also attending a conference on Culture of Law Enforcement. On the topic of Immigration the committee decided to use the same information from the previous annual report. It was decided that these issues would be divided up in the following ways:

Gabriel & Christina – Racial Profiling

Antonio – Housing

Leo & Christina – Health

Legislative agenda timeline: Commissioner’s final reports should be turned into the CHA office by Nov. 25<sup>th</sup> so that the annual report could be readable and ready by December 1<sup>st</sup>. Mail annual

reports to Legislators between, December 8<sup>th</sup> –25<sup>th</sup>. Get a distribution list started along with a process on how best to distribute.

**Commissioner Reception Committee:** Christina & Diana decided that it would be best not to have an event this year and instead have one in 2003.

**Joint Legislative Reception:** Antonio & Vita will discuss the logistics of the meetings and reception. Meanwhile Leo will be speaking to the Chairs of the other minority commissions regarding their participation in the planning process.

**Cleaning up at meetings:** Christina made a motion for commissioners to commit to stay after meetings to assist staff with clean-up if time permits. Phyllis seconded. Motion carried.

**New Business:** Commissioners may need to have a conference call to approve the legislative agenda. Antonio wants to lead the agenda with an executive summary that prioritizes about 3-5 issues. The Commission would have to decide those issues.

The CHA may need to adjust the times when public meetings are being held. Antonio stated that Saturday mornings are often not the best times for Latino families to attend the CHA public meetings. There might be a way to get the WAC changed so adjustments can be made to the times.

**Phyllis** – Made a motion to modify the WAC regarding meeting times so as to allow greater flexibility for meeting times. Gabriel seconded. Motion carried.

Next study session will begin at 3:00 pm.

Meeting adjourned at 6:49 p.m.